CLINICAL REPORTING SYSTEM (CRS) HANDS-ON WEBEX RUNNING THE NATIONAL GPRA REPORT AND PATIENT LISTS APRIL 24, 2007

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CRS Version:	CRS 2007 Version 7.0
CRS Web Site:	http://www.ihs.gov/cio/crs/index.asp

EXERCISE #1: RUN THE NATIONAL GPRA REPORT

<u>After you have connected to RPMS:</u>

1. **Start CRS** by entering the corresponding mnemonic for the Clinical Reporting System from the RPMS Menu of available applications. The mnemonic varies at each site and may be listed as "CRS", "BGP", or "GPRA."

2. From the CRS Menu, type **CI07** to select CRS 2007 (Figure 1).

```
          ****************************************************
          **    IHS/RPMS CLINICAL REPORTING SYSTEM (CRS)    **
          ****************************************************
                        Version 7.0 (patch 1)

                        DEMO INDIAN HOSPITAL


   CI07   CRS 2007 ...
   CI06   CRS 2006 ...
   CI05   CRS 2005 ...
   GP04   GPRA+ FY04 ...
   GP03   GPRA+ FY03 ...
   GP02   GPRA+ FY02 ...


Select IHS Clinical Reporting System (CRS) Main Menu Option: CI07
```
Figure 1: CRS Main Menu

3. From the CRS 2007 Menu, type **RPT** to select Reports (Figure 2).

```
          ********************************
          **      IHS/RPMS CRS 2007      **
          **  Clinical Reporting System  **
          ********************************
                  Version 7.0 (patch 1)

                  DEMO INDIAN HOSPITAL


   RPT     Reports ...
   SET     System Setup ...
   AO      Area Options ...

Select CRS 2007 Option: RPT
```
Figure 2: CRS 2007 Main Menu

4. From the Reports Menu, type **NTL** to select National GPRA Reports (Figure 3).

```
                        **************************
                        **   IHS/RPMS CRS 2007   **
                        **      Reports Menu      **
                        **************************
                            Version 7.0 (patch 1)

                            DEMO INDIAN HOSPITAL


   NTL    National GPRA Reports ...
   LOC    Reports for Local Use: IHS Clinical Measures ...
   OTH    Other National Reports ...
   TAX    Taxonomy Reports ...

Select Reports Option:  NTL
```
Figure 3: CRS 2007 Reports Menu

5. From the National GPRA Reports Menu, type **GP** to select the National GPRA Report (Figure 4).

```
                    ********************************
                    **        IHS/RPMS CRS 2007       **
                    **     National GPRA Reports     **
                    ********************************
                            Version 7.0 (patch 1)

                            DEMO INDIAN HOSPITAL


   GP     National GPRA Report
   XP     Comprehensive National GPRA Export
   CMP    Comprehensive National GPRA Patient List
   LST    National GPRA Report Patient List
   NST    Create Search Template for National Patient List

Select National GPRA Reports Option:  GP
```
Figure 4: National GPRA Reports Menu

6. Information about the National GPRA Report will appear and the site-populated taxonomies needed to run the report will be checked (Figure 5).

```
Checking for Taxonomies to support the National GPRA Report...

All taxonomies are present.

End of taxonomy check.   PRESS ENTER:  PRESS ENTER HERE
```
Figure 5: Running the National GPRA Report: Report Description Display and Taxonomy Check

For this exercise, press the Enter key to continue and go to step 7.

When you are running a real report, if the message The following taxonomies are missing or have no entries: displays, your report results for the measure that uses the taxonomy specified are likely to be inaccurate. Normally you would want to exit from the report to edit your taxonomies by typing a caret (^) (Shift+6) at any prompt until you return to the main menu.

7. The screen displays the report ranges and prompts you for the Community taxonomy (Figure 6). **For this exercise, press Enter to accept the default taxonomy.**

   NOTE: When you are running a real report, you would enter the name of your site's <u>GPRA community taxonomy</u> at the prompt or press the Enter key to select the <u>default</u> Community taxonomy. If you did not know the name of the taxonomy, you would type the first few letters of the taxonomy name to see a selection, or type two question marks (??) to see the entire list.

```
The date ranges for this report are:
    Report Period:          Jul 01, 2006 to Jun 30, 2007
    Previous Year Period:   Jul 01, 2005 to Jun 30, 2006
    Baseline Period:        Jul 01, 1999 to Jun 30, 2000

Specify the community taxonomy to determine which patients will be
included in the report.  You should have created this taxonomy using QMAN.

Enter the Name of the Community Taxonomy: DEMO GPRA COMMUNITIES//  PRESS ENTER
HERE
```

Figure 6: Running the National GPRA Report: Selecting Community Taxonomy

8. The screen displays your Home location (Figure 7), which is entered in the CRS Site Parameters. This information is used for calculating the number of public health nurse (PHN) visits to a patient's home.

9. Type **N** at the "Do you wish to export this data to Area?" prompt (Figure 7). When running a real report, you should only choose this option when your Area GPRA Coordinator has asked you to export your National GPRA data.

```
Your HOME location is defined as: HOME asufac:  505989
Do you wish to export this data to Area?  N
```

Figure 7: Running the National GPRA Report: Choosing Whether to Export Data to Area Office

10. A prompt is displayed asking if you want to create a height/weight output file (Figure 8).

```
Height and Weight data is contained in this report.  Do you wish to create
a file of all the heights and weights in this file?  You can use this file
to upload to another system like SAS or Microsoft ACCESS.
WARNING:  This file can be very large as it contains 1 record for each
height and weight taken on the patients in the active clinical population.
This file may be too large for EXCEL.  If you don't plan on using this
data for a study some kind, please answer NO to the next question.

Do you wish to create a HEIGHT/WEIGHT Output file? N//  N
```

Figure 8: Running the National GPRA Report: Choosing Whether to Create Height/Weight Data File for Local Use

   For this exercise, type N. If you typed Y, it would create a local file(s) to the pub directory containing height and weight data for all patients included in the National GPRA Report data. These file(s) may be used in an application like Excel or Access for local research of the data.

   In either case, when the National GPRA Report data is exported to your Area Office (see step 9 above), the height and weight data will also be exported to the Area unless the Export Height/Weight Data CRS site parameter is set to "N." A copy of a letter

addressed to Tribal Clinic Directors that discusses this data file in detail and explains how the information will be used is included in the CRS User Manual, Appendix E.

11. A Summary of the report will display (Figure 9), showing the pre-defined date ranges, community taxonomy name and Home location, which is entered in the CRS Site Parameters. If any of this information is incorrect, you would type a caret (^) (Shift+6) to return to the previous menu and make the correction.

```
                SUMMARY OF NATIONAL GPRA REPORT TO BE GENERATED

The date ranges for this report are:
    Report Period:          Jul 01, 2006 to Jun 30, 2007
    Previous Year Period:   Jul 01, 2005 to Jun 30, 2006
    Baseline Period:        Jul 01, 1999 to Jun 30, 2000

The COMMUNITY Taxonomy to be used is: DEMO GPRA COMMUNITIES
The HOME location is: HOME 505989

Please choose an output type.  For an explanation of the delimited
file please see the user manual.


    Select one of the following:

        P          Print Report on Printer or Screen
        D          Create Delimited output file (for use in Excel)
        B          Both a Printed Report and Delimited File

Select an Output Option: P//  TYPE ^ (SHIFT+6) HERE AND AT EACH PROMPT
UNTIL YOU RETURN TO THE NATIONAL GPRA REPORTS MENU
```

Figure 9: Running the National GPRA Report: Summary and Selecting Print Options

12. Normally you would select the output type by entering P, D, or B. Refer to pages 190-191 of the CRS User Manual for information on and selecting the output type. **For purposes of this training exercise, at the "`Select an Output Option: P//`" prompt, type ^ (Shift+6) <u>at each prompt</u> until you return to the National GPRA Reports Menu (Figure 3)** since you will not run the report.

NOTE: A sample of this report is available for download from the CRS web site, CRS 2007 page, Documentation section.

EXERCISE #2: RUN THE NATIONAL GPRA REPORT PATIENT LIST

NOTE: When you run a patient list, both the accompanying report and patient list are provided.

1. From the National GPRA Reports Menu, type **LST** to select the National GPRA Report Patient List (Figure 10).

```
                  ********************************
                  **      IHS/RPMS CRS 2007      **
                  **    National GPRA Reports    **
                  ********************************
                          Version 7.0 (patch 1)

                          DEMO INDIAN HOSPITAL


   GP     National GPRA Report
   XP     Comprehensive National GPRA Export
   CMP    Comprehensive National GPRA Patient List
   LST    National GPRA Report Patient List
   NST    Create Search Template for National Patient List

Select National GPRA Reports Option:  LST
```
Figure 10: National GPRA Reports Menu

2. Information about the National GPRA Report patient lists will display and the site-populated taxonomies needed to run the report will be checked (Figure 11).

```
Checking for Taxonomies to support the National GPRA Report...

All taxonomies are present.

End of taxonomy check.   PRESS ENTER:  PRESS ENTER HERE
```
Figure 11: Running the National GPRA Report Patient List: Report Description Display and Taxonomy Check

For this training exercise, press the Enter key to continue and go to step 3.

When you are running a real patient list, if the message The following taxonomies are missing or have no entries: displays, your report results for the measure that uses the taxonomy specified are likely to be inaccurate. Normally you would want to exit from the report to edit your taxonomies by typing a caret (^) (Shift+6) at any prompt until you return to the main menu.

3. The Performance Measure Selection screen will display with the list of available performance measure topics. (Figure 12).

```
PERFORMANCE MEASURE SELECTION Apr 17, 2007 12:28:09          Page:   1 of   3
IHS Clinical Performance Measures
* indicates the performance measure has been selected

1)  Diabetes Prevalence
2)  Diabetes Comprehensive Care
3)  Diabetes:  Glycemic Control
4)  Diabetes:  Blood Pressure Control
5)  Diabetes:  Lipids Assessment
6)  Diabetes:  Nephropathy Assessment
7)  Diabetes:  Diabetic Retinopathy
8)  Access to Dental Services
9)  Dental Sealants
10) Topical Fluoride
11) Adult Immunizations:  Influenza
12) Adult Immunizations:  Pneumovax
13) Childhood Immunizations
14) Cancer Screening: Pap Smear Rates
15) Cancer Screening: Mammogram Rates
16) Colorectal Cancer Screening
+        Enter ?? for more actions
S    Select Measure      D    De Select Measure    Q    Quit
Select Action:+//
```

Figure 12: Running National GPRA Report Patient Lists: Display of Available Performance Measure Topics

4. **Press Enter** at the "Select Action:" prompt to see the next page of the list of measures.

5. **Type a hyphen (-)** at the "Select Action:" prompt to return to the previous page.

6. Type **S** at the "Select Action:" prompt to select a specific performance measure topic(s) (Figure 13).

7. Type **1,3** to select the Diabetes Prevalence and Diabetes: Glycemic Control topics at the "Which Measure Topic?" prompt (Figure 13).

   NOTE: When selecting topics, you can type ranges (e.g., 1-4) or a series of number (e.g., 1, 4, 5, 10) or a combination of numbers and ranges (e.g., 1-4, 8, 12), or one number (e.g. 7).

```
PERFORMANCE MEASURE SELECTION Apr 17, 2007 12:29:12        Page:    1 of    3
IHS Clinical Performance Measures
* indicates the performance measure has been selected

1)  Diabetes Prevalence
2)  Diabetes Comprehensive Care
3)  Diabetes:  Glycemic Control
4)  Diabetes:  Blood Pressure Control
5)  Diabetes:  Lipids Assessment
6)  Diabetes:  Nephropathy Assessment
7)  Diabetes:  Diabetic Retinopathy
8)  Access to Dental Services
9)  Dental Sealants
10) Topical Fluoride
11) Adult Immunizations:  Influenza
12) Adult Immunizations:  Pneumovax
13) Childhood Immunizations
14) Cancer Screening: Pap Smear Rates
15) Cancer Screening: Mammogram Rates
16) Colorectal Cancer Screening
+          Enter ?? for more actions
Select Action:+//  S


Which Measure Topic:  (1-34):  1,3
```

Figure 13: Running National GPRA Report Patient Lists: Selecting Performance Measure Topics

8. After pressing the Enter key, the topics you selected will have an asterisk (*) at the left side of the topic name (Figure 14). Type **Q** (Quit) when you have completed selecting topics at the "`Select Action:`" prompt (Figure 14).

```
PERFORMANCE MEASURE SELECTION Apr 17, 2007 12:36:18        Page:    1 of    3
IHS Clinical Performance Measures
* indicates the performance measure has been selected

*1)  Diabetes Prevalence
2)   Diabetes Comprehensive Care
*3)  Diabetes:  Glycemic Control
4)   Diabetes:  Blood Pressure Control
5)   Diabetes:  Lipids Assessment
6)   Diabetes:  Nephropathy Assessment
7)   Diabetes:  Diabetic Retinopathy
8)   Access to Dental Services
9)   Dental Sealants
10)  Topical Fluoride
11)  Adult Immunizations:  Influenza
12)  Adult Immunizations:  Pneumovax
13)  Childhood Immunizations
14)  Cancer Screening: Pap Smear Rates
15)  Cancer Screening: Mammogram Rates
16)  Colorectal Cancer Screening
+          Enter ?? for more actions
S    Select Measure        D    De Select Measure    Q    Quit
Select Action:+//  Q
```

Figure 14: Running National GPRA Report Patient Lists: Showing Selected Topics

9. The patient list available for the Diabetes Prevalence topic is displayed (Figure 15). For this topic, there is only one list available. Type **1** to select the list and press Enter. NOTE: If multiple lists were displayed you could type a range of patient lists as described in step 7 above.

```
Please select one or more of these report choices within the
Diabetes Prevalence performance measure topic.

        1)  Diabetes DX Ever
Which item(s):    (1-1):    1
```

Figure 15: Running National GPRA Report Patient Lists: Selecting Patient Lists for Diabetes Prevalence

10. Since you selected more than one topic, the available patient lists for the next topic, Diabetes: Glycemic Control, are displayed (Figure 16). As you can see, there are four lists available. Most of the time, there are a "met" list and a "not met" list. However, since this topic reports on actual lab test values, there are additional lists available. Type **2-3** to select the No Documented A1c and Poor Glycemic Control lists.

```
Please select one or more of these report choices within the
Diabetes:  Glycemic Control performance measure topic.

        1)  Documented A1c
        2)  No Documented A1c
        3)  Poor Glycemic Control
        4)  Ideal Glycemic Control
Which item(s):    (1-4):    2-3
```

Figure 16: Running National GPRA Report Patient Lists: Selecting Patient Lists for Diabetes: Glycemic Control

11. The available options for the patient lists are displayed (Figure 17). Type **A** at the "Choose report type for the Lists:" prompt to run the patient lists with all patients. The Random Patient List includes 10% of the patients. The Patient List by Provider would include only those patients assigned to a designated provider (as entered in PCC). If you chose that option, you would then be prompted to enter the name of the designated provider.

```
Select List Type.
NOTE:  If you select ALL Patients, your list may be
hundreds of pages and take hours to print.


    Select one of the following:

        R         Random Patient List
        P         Patient List by Provider
        A         All Patients

Choose report type for the Lists:   R//  A
```

Figure 17: Running National GPRA Report Patient Lists: Selecting List Type

12. You are now going to select the report period (Figure 18). You could either select a predefined report period (options 1-4) or you could enter your own report period (option 5). All report periods are 1-year in length. **For this exercise, type 3** to select the July 1 – June 30 report period, which corresponds to the GPRA year.

13. Enter the calendar year of the report end date. **For this exercise, type 2007** (Figure 18).

14. Because you have chosen an end date that occurs in the future, a warning message is displayed and you are asked if you want to change the report dates. **For this exercise, type N** (Figure 18). The three report periods for the report are displayed.

```
       Select one of the following:

            1         January 1 - December 31
            2         April 1 - March 31
            3         July 1 - June 30
            4         October 1 - September 30
            5         User-Defined Report Period

Enter the date range for your report: 3

Enter the Calendar Year for the report END date.  Use a 4 digit
year, e.g. 2007
Enter Year:   2007

You have selected Current Report period Jul 01, 2006 through Jun 30, 2007.
The end date of this report is in the future; your data will not be
complete.

Do you want to change your Current Report Dates?? N//  N

The date ranges for this report are:
    Report Period:          Jul 01, 2006 to Jun 30, 2007
    Previous Year Period:   Jul 01, 2005 to Jun 30, 2006
    Baseline Period:        Jul 01, 1999 to Jun 30, 2000
```

Figure 18: Running National GPRA Report Patient Lists: Selecting Report Date Range

15. The screen prompts you for the Community taxonomy (Figure 19). **For this exercise, press Enter to accept the default taxonomy**.

    When you are running a real report, you would enter the name of your site's GPRA community taxonomy at the prompt or press the Enter key to select the default Community taxonomy. If you did not know the name of the taxonomy, you would type the first few letters of the taxonomy name to see a selection, or type two question marks (??) to see the entire list.

```
Specify the community taxonomy to determine which patients will be
included in the report.  You should have created this taxonomy using QMAN.

Enter the Name of the Community Taxonomy: DEMO GPRA COMMUNITIES//  PRESS ENTER
HERE
```

Figure 19: Running National GPRA Report Patient Lists: Selecting Community Taxonomy

16. A Summary of the report will display (Figure 20), showing the selected date range, community taxonomy name and Home location, which is entered in the CRS Site Parameters. If any of this information is incorrect, you would type a caret (^) (Shift+6) to return to the previous menu and make the correction.

```
                    SUMMARY OF NATIONAL GPRA REPORT TO BE GENERATED
                                 CRS 2007, Version 7.0

The date ranges for this report are:
    Report Period:             Jul 01, 2006 to Jun 30, 2007
    Previous Year Period:      Jul 01, 2005 to Jun 30, 2006
    Baseline Period:           Jul 01, 1999 to Jun 30, 2000

The COMMUNITY Taxonomy to be used is: DEMO GPRA COMMUNITIES
The HOME location is: HOME 505989

Please choose an output type.  For an explanation of the delimited
file please see the user manual.


    Select one of the following:

        P           Print Report on Printer or Screen
        D           Create Delimited output file (for use in Excel)
        B           Both a Printed Report and Delimited File

Select an Output Option: P// TYPE ^ (SHIFT+6) HERE AND AT EACH PROMPT
UNTIL YOU RETURN TO THE NATIONAL GPRA REPORTS MENU
```

Figure 20: Running National GPRA Report Patient Lists: Summary and Selecting Print Options

17. Normally you would select the output type by entering P, D, or B. Refer to pages 190-191 of the CRS User Manual for information on and selecting the output type. **For purposes of this training exercise, at the "`Select an Output Option: P//`" prompt, type ^ (Shift+6) <u>at each prompt</u> until you return to the National GPRA Reports Menu (Figure 10)** since you will not run the patient list.

> **NOTES**: Depending on a variety of factors, including the number of performance measures selected, the size of your database, and/or your server configuration (RAM, processor speed, etc.), **the patient list may take 6-8 hours to run.** Always test your first list at night or on the weekend.
>
> Printed patient lists are likely to require a great deal of paper, even when you are producing a Random list. Ensure that your selected printer has enough paper, particularly if you are running the report overnight. **Only print patient lists when you need them, or save to an electronic file instead of printing (option D above).**

EXERCISE #3: RUN THE COMPREHENSIVE NATIONAL GPRA PATIENT LIST

NOTE: When you run a patient list, both the accompanying report and patient list are provided.

1. From the National GPRA Reports Menu, type **CMP** to select the Comprehensive National GPRA Patient List (Figure 21).

```
                ********************************
                **      IHS/RPMS CRS 2007     **
                **    National GPRA Reports    **
                ********************************
                       Version 7.0 (patch 1)

                       DEMO INDIAN HOSPITAL


   GP      National GPRA Report
   XP      Comprehensive National GPRA Export
   CMP     Comprehensive National GPRA Patient List
   LST     National GPRA Report Patient List
   NST     Create Search Template for National Patient List

Select National GPRA Reports Option:  CMP
```
Figure 21: National GPRA Reports Menu

2. Information about the Comprehensive National GPRA Patient Lists will display (Figure 22).

```
            Comprehensive National GPRA Patient List
                     CRS 2007, Version 7.0
This report will enable users to run a patient list that shows all of the
National GPRA report performance measures that are reported to Congress
in which a patient was included but did not meet. Performance measures
not relevant to a patient will not be listed.  For example, if a male
patient who is 30 years old, he would not be listed as having not met
the Child Immunizations or Pap Smear measures.
The list will include the National GPRA report logic and performance measure
rates for Report Period, Previous Year, and Baseline Year for all
the measures, followed by a list of patients that shows which
measures each patient did not meet.

You will be asked to provide the Community taxonomy to determine
which patients will be included. This report will be run for a time period
selected by the user.  This report will include beneficiary population
of American Indian/Alaska Native only.



Press ENTER to Continue:  PRESS ENTER HERE
```
Figure 22: Comprehensive National GPRA Patient List Description Display

3. A message is displayed warning you that this list may be very long and you are asked if you want to continue (Figure 22). **For this exercise, type Y to continue.**

```
W A R N I N G  ***  W A R N I N G  ***  W A R N I N G  ***

This report will list every patient in your user population that has
not met one of the measures.  This report can be very, very lengthy.
For example, if there are 10,000 patients in your user population
and at least 8,000 of them have not met one or more measures then
the report will list 8,000 patients. At approximately 45 patients per
page, the report will be 177 pages long.  It is highly recommended
that you use the delimited output for this report rather than print
it to a printer/paper.

Do you wish to continue? N//  Y
```

Figure 23: Comprehensive National GPRA Patient List Warning Display

4. The site-populated taxonomies needed to run the report will be checked (Figure 24).

```
Checking for Taxonomies to support the National GPRA Report...

All taxonomies are present.

End of taxonomy check.   PRESS ENTER:  PRESS ENTER HERE
```

Figure 24: Running the Comprehensive National GPRA Patient List: Taxonomy Check

For this training exercise, press the Enter key to continue and go to step 5.

When you are running a real patient list, if the message The following taxonomies are missing or have no entries: displays, your report results for the measure that uses the taxonomy specified are likely to be inaccurate. Normally you would want to exit from the report to edit your taxonomies by typing a caret (^) (Shift+6) at any prompt until you return to the main menu.

5. The available options for the patient lists are displayed (Figure 25). Type **A** at the "Choose report type for the Lists:" prompt to run the patient lists with all patients. The Random Patient List includes 10% of the patients. The Patient List by Provider would include only those patients assigned to a designated provider (as entered in PCC). If you chose that option, you would then be prompted to enter the name of the designated provider.

```
Select List Type.
NOTE:  If you select ALL Patients, your list may be
hundreds of pages and take hours to print.


    Select one of the following:

        R          Random Patient List
        P          Patient List by Provider
        A          All Patients

Choose report type for the Lists:  R//  A
```

Figure 25: Running Comprehensive National GPRA Patient List: Selecting List Type

6. You are now going to select the report period (Figure 26). You could either select a predefined report period (options 1-4) or you could enter your own report period (option 5). All report periods are 1-year in length. **For this exercise, type 5** to select the User-Defined report period (Figure 26).

7. First you need to enter the end date for the report period. You could enter a specific date such as 08/31/2006, or other commands like "T" (for today), or "T-30" (for 30 days ago from today) or "T+30" (for 30 days from today). Type **2/28/2007** to run the report with an end date of February 28, 2007 (Figure 26).

> **NOTE:** The Baseline Year for all National GPRA reports is set to 2000 and the patient population is set to AI/AN only. Neither of these may be changed.

The computer automatically calculates the beginning of the report period and the previous year and baseline periods and displays the dates for the three different report periods (Figure 26.).

```
    Select one of the following:

        1           January 1 - December 31
        2           April 1 - March 31
        3           July 1 - June 30
        4           October 1 - September 30
        5           User-Defined Report Period

Enter the date range for your report: 5

When entering dates, if you do not enter a full 4 digit year (e.g. 2006)
will assume a year in the past, if you want to put in a future date,
remember to enter the full 4 digit year.  For example, if today is
January 4, 2006 and you type in 6/30/05 the system will assume the year
as 1905 since that is a date in the past.  You must type 6/30/2006 if you
want a date in the future.

Enter End Date for the Report: (e.g. 11/30/2005):  2/28/2007

The date ranges for this report are:
    Report Period:          Mar 01, 2006 to Feb 28, 2007
    Previous Year Period:   Mar 01, 2005 to Feb 28, 2006
    Baseline Period:        Mar 01, 1999 to Feb 28, 2000
```

Figure 26: Running Comprehensive National GPRA Patient List: Selecting Report Date Range

8. The screen prompts you for the Community taxonomy (Figure 27). **For this exercise, press Enter to accept the default taxonomy**.

When you are running a real report, you would enter the name of your site's GPRA community taxonomy at the prompt or press the Enter key to select the default Community taxonomy. If you did not know the name of the taxonomy, you would type the first few letters of the taxonomy name to see a selection, or type two question marks (??) to see the entire list.

```
Specify the community taxonomy to determine which patients will be
included in the report.  You should have created this taxonomy using QMAN.

Enter the Name of the Community Taxonomy: DEMO GPRA COMMUNITIES//  PRESS ENTER
HERE
```

Figure 27: Running Comprehensive National GPRA Patient List: Selecting Community Taxonomy

9. A Summary of the report will display (Figure 28), showing the selected date range, community taxonomy name and Home location, which is entered in the CRS Site Parameters. If any of this information is incorrect, you would type a caret (^) (Shift+6) to return to the previous menu and make the correction.

```
        SUMMARY OF COMPREHENSIVE NATIONAL PATIENT LIST REPORT TO BE GENERATED
                            CRS 2007, Version 7.0

The date ranges for this report are:
    Report Period:           Mar 01, 2006 to Feb 28, 2007
    Previous Year Period:    Mar 01, 2005 to Feb 28, 2006
    Baseline Period:         Mar 01, 1999 to Feb 28, 2000

The COMMUNITY Taxonomy to be used is: DEMO GPRA COMMUNITIES
The HOME location is: HOME 505989

Please choose an output type.  For an explanation of the delimited
file please see the user manual.


    Select one of the following:

        P           Print Report on Printer or Screen
        D           Create Delimited output file (for use in Excel)
        B           Both a Printed Report and Delimited File

Select an Output Option: P//  TYPE ^ (SHIFT+6) HERE AND AT EACH PROMPT
UNTIL YOU RETURN TO THE NATIONAL GPRA REPORTS MENU
```

Figure 28: Running Comprehensive National GPRA Patient List: Summary and Selecting Print Options

10. Normally you would select the output type by entering P, D, or B. Refer to pages 190-191 of the CRS User Manual for information on and selecting the output type. **For purposes of this training exercise, at the "`Select an Output Option: P//`" prompt, type ^ (Shift+6) <u>at each prompt</u> until you return to the National GPRA Reports Menu (Figure 21)** since you will not run the patient list.

> **NOTE**: Depending on a variety of factors, including the number of performance measures selected, the size of your database, and/or your server configuration (RAM, processor speed, etc.), **the patient list may take 6-8 hours to run.** Always test your first list at night or on the weekend.

NOTES

NOTES